

Memorandum



Date: April 25, 2006

To: Honorable Chairman Joe A. Martinez and Members,
Board of County Commissioners

Agenda Item No. 9(O)(1)(B)

From: George W. Burgess
County Manager

Subject: Emergency Management, Preparedness and Assistance (EMPA) Grant for CERT

RECOMMENDATION

It is recommended that the Board approve the attached resolution authorizing the County Manager to receive and expend funds from State of Florida Department of Community Affairs through the FY 2006-07 Emergency Management, Preparedness and Assistance (EMPA) Trust Fund for the Office of Emergency Management (OEM) in the Miami-Dade Fire Rescue Department (MDFR). The resolution additionally authorized the County Manager to execute and amend such contracts and agreements as required. The grant awards \$46,500 in EMPA funds for the period July 1, 2006 through September 30, 2007 in support of the maintenance and enhancement of Miami-Dade County's Community Emergency Response Team (CERT) program. Although not required by the grant guidelines, the grant is accompanied by an in-kind services match of \$86,132, approved in OEM's FY 2005-06 budget.

BACKGROUND

The Community Emergency Response Team (CERT) Program educates people about disaster preparedness and trains them in basic disaster response skills, such as fire safety, search and rescue, and disaster medical operations, including basic first aid. The program trains CERT members to assist others in their neighborhood or workplace following an event and to take a more active role in preparing their community. The program is a component of the Citizen Corps, supported by the U.S. Department of Homeland Security.

The total project cost is \$132,632. The requested grant funds are in the amount of \$46,500 (35 percent of total project cost). The remaining \$86,132 in funds (65 percent of total project cost) are provided as an in-kind match in the form of salary and benefits, administrative and general expenses, and operating capital approved in OEM's FY 2005-06 budget. The in-kind match is not a grant requirement, but is included in the application in order to receive a higher score during the grant review process.

Grant funds in the amount of \$46,500 will be utilized to purchase a fire suppression training system, a mobile identification card system, as well as the instruction of approximately 100 new students.

A handwritten signature in black ink, appearing to read "Susanne M. Torriente".

Susanne M. Torriente
Assistant County Manager



MEMORANDUM

(Revised)

TO: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

DATE: April 25, 2006

FROM: Murray A. Greenberg
County Attorney

SUBJECT: Agenda Item No. 9(O)(1)(B)

Please note any items checked.

- ☐ "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Bid waiver requiring County Manager's written recommendation
- ☐ Ordinance creating a new board requires detailed County Manager's report for public hearing
- ☐ Housekeeping item (no policy decision required)
- ☐ No committee review

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 9(O)(1)(B)
4-25-06

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE COUNTY MANAGER TO RECEIVE AND EXPEND EMERGENCY MANAGEMENT, PREPAREDNESS, AND ASSISTANCE (EMPA) TRUST FUNDS FROM THE STATE OF FLORIDA DEPARTMENT OF COMMUNITY AFFAIRS TO SUPPORT THE MAINTENANCE OF THE MIAMI-DADE COUNTY CERT PROGRAM; AND AUTHORIZING THE COUNTY MANAGER TO EXECUTE AND AMEND SUCH CONTRACTS AND AGREEMENTS AS REQUIRED UNDER THIS PROGRAM; TO APPLY FOR, RECEIVE AND EXPEND ADDITIONAL FUNDS SHOULD THEY BECOME AVAILABLE UNDER THIS STATE PROGRAM; AND TO FILE AND EXECUTE ANY NECESSARY AMENDMENTS TO ANY APPLICATION AND AGREEMENT; AND TO EXERCISE THE CANCELLATION PROVISION CONTAINED THEREIN

WHEREAS, the State of Florida Department of Community Affairs provides funds to County Emergency Management agencies in support of CERT programs; and

WHEREAS, the State of Florida Department of Community Affairs approved an application by the Miami-Dade Office of Emergency Management for funds to provide for the maintenance and enhancement of the CERT program; and

WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board authorizes the County Manager to apply for and accept EMPA grant funds from the Florida Department of Community Affairs in support of the Miami-Dade County CERT Program and authorizes the County Manager to enter into an agreement with the State Department of Community Affairs to accept \$46,500.00 for the Office of Emergency Management for the period July 1, 2006 through September 30, 2007 to support development and growth of the Miami-Dade County CERT

program; and authorizes the County Manager to execute same for and on behalf of Miami-Dade County provided the County Manager submits such executed agreement for ratification; to subcontract any work required or authorized by such agreement if necessary; and to execute and file any necessary agreements, modifications or amendments required by the State Department of Community Affairs in this year or subsequent years in support of the Miami-Dade CERT program provided that such agreements, modifications or amendments in this year or subsequent years are submitted for ratification following the approval by the County Attorney's Office; and to exercise any cancellation provisions contained therein following approval by the County Attorney's Office.

The foregoing resolution was offered by Commissioner _____, who moved its adoption. The motion was seconded by Commissioner _____ and upon being put to a vote, the vote was as follows:

Joe A. Martinez, Chairman
Dennis C. Moss, Vice-Chairman

Bruno A. Barreiro
Audrey M. Edmonson
Sally A. Heyman
Dorrin D. Rolle
Katy Sorenson
Sen. Javier D. Souto

Jose "Pepe" Diaz
Carlos A. Gimenez
Barbara J. Jordan
Natacha Seijas
Rebeca Sosa

The Chairperson thereupon declared the resolution duly passed and adopted this 25th day of April, 2006. This Resolution and contract, if not vetoed, shall become effective in accordance with Resolution R-377-04.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency. _____



Eric A. Rodriguez

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Proposed Project Presentation

Group I: Description of Need, Proposed Solution, and Expected Benefits

1. Clearly identify a demonstrated state or local emergency management need.

Its geographic location, massive transportation network, diverse capital ventures, and unique ecosystem makes Miami-Dade County susceptible to numerous disasters as well as making it a prime target for terrorists. A catastrophic disaster in Miami-Dade County would have worldwide psychological and financial implications.

Located along the southeast tip of the Florida Peninsula, Miami-Dade County is the largest metropolitan area in the State of Florida. It is bounded by two contiguous counties to the north and south, Broward and Monroe, respectively, Everglades National Park to the west and the Atlantic Ocean and Biscayne Bay to the east. Its nearly 2.4 million residents live over a 2000 square mile area that includes 35 municipalities. The over 1 million residents not residing in a municipality fall under the auspices of Unincorporated Miami-Dade.

Those who reside, work, or attend school in Miami-Dade County are comprised of diverse ethnic and cultural backgrounds. The County is home to 38 State licensed foreign banks, 61 foreign consulate offices, 25 foreign trade offices and 40 bi-national chambers of commerce. The four most common languages spoken are English, Spanish, Creole and Portuguese.

The Port of Miami is the largest passenger ship port in the world and Miami International Airport, one of the County's seven airports, is ranked 8th in total freight and 27th in total passengers, worldwide. The combination of these two facilities dramatically increases the daily population on any given day.

The professional public safety resources charged with servicing Miami-Dade County include 6 fire departments and 31 police agencies. This represents approximately 6,645 sworn law enforcement officers and 2,663 sworn fire rescue personnel countywide. One can see that in the event of a catastrophic countywide incident, public safety resources would be quickly overwhelmed and responses deterred, if not suspended.

Miami-Dade County's elected officials understood the need to complement its professional resources. An effective and efficient system to achieve this was to secure the commitment of neighborhood teams who, after receiving the requisite training, would assure a more immediate response to their communities. The Community Emergency Response Team (CERT) provided an established and proven program to meet these needs.

Miami-Dade County proved its support of the CERT program with its inclusion into the Miami-Dade County Strategic Plan dated June 2003. This document clearly identifies the Community Emergency Response Team program as a strategy to be used to effect the desired outcome of safety awareness and preparedness for all segments of the community. This document can be viewed in its entirety by visiting 'www.miamidade.gov/stratplan/commissioners' and clicking on the link to 'County Commission Adopts Miami-Dade County's First Ever Strategic Plan For Services'.

2. Identify the tangible emergency management benefits

The Miami-Dade County CERT program is a long-term goal to secure the health and safety of Miami-Dade County's residents and visitors. It is one objective of the Miami-Dade County Office of Emergency Management (OEM), where the program management resides, to have at cohesive teams in each municipality as well as numerous teams staged throughout unincorporated Miami-Dade by the end of 2007. This structure will be enhanced with at least one additional team per area by the end of 2008.

Studies completed by Emergency Medical Service professionals show that basic medical treatment saves the lives of 40% of disaster victims, who would otherwise not make it, when done in a timely manner. The live-saving potential alone of a well-organized CERT program is immeasurable, however; saving lives is not the only benefit of a CERT program.

Miami-Dade County is a large and diverse area whose residents are often isolated by both cultural and language barriers. Many residents have been forced to this area by unstable conditions in their homelands and not recognizing police or fire as public safety resources may be apprehensive in regards to any response effort. Having an organized and active CERT membership in these areas provides a useful tool to facilitate communications for our fire and police.

CERT members readily mitigate outside hazards that have the potential to exacerbate the devastation. The mitigation measures CERT members undertake include locating leaking gas pipes and shutting down the flow of gas, extinguishing small fires, and clearing debris to assure access for police and fire vehicles.

The Miami-Dade County CERT Program is marketed to local business as a component to their business continuity plans. Several major businesses, most recently Assurant Solutions and Macy's, have sent employees to training and incorporated a CERT team into their continuity of operations plan. Both companies deployed their respective teams during the 2005 hurricane season. In fact, after assuring local employees were safe and well, both companies sent their teams out of state to assist in the more devastated regions.

One of Miami-Dade County's major economic assets, Miami-International Airport (MIA), has had a contingent of 60 Aviation Department employees undergo the CERT training. This is an elite group of employees, known as the Delta Squad, who remain on scene as hurricanes make landfall and pass over Miami-Dade County. They then execute immediate recovery efforts after the departure of tropical storm force winds. The Delta Squad was instrumental in assuring that MIA remained operational during the 2004 hurricane season. These personnel serve another function, they align with the Miami-Dade Fire Department's Aviation Division in the event of a major incident, at which time they assist fire rescue personnel with evacuations, first aid, and serve as litter bearers.

Group II. Collateral Information for the Project

3. Describe the project's consistency with the State and Local Comprehensive Emergency Management Plan

Hosting a successful CERT program helps augment both the State and the County's Comprehensive Emergency Management Plan (CEMP.) In the case of the State CEMP, Article IV (Methods of Operations) Section B (Coordination, Direction, and Control) clearly defines the County's obligation to coordinate the emergency response effort. Within the same Article, Section C (Preparedness) details the State's goal to ensure it is a timely and effective response and subsequent recovery.

Facilitating Miami-Dade County's CERT program supplements both the aforementioned objectives. It allows Miami-Dade County to complement several Emergency Support Functions (ESF) 4 (Firefighting), 8 (Health and Medical), 9 (Search and Rescue) and ESF 16 (Law Enforcement) with an auxiliary force of trained responders, responders that can effect a more immediate response to their individual neighborhoods in the event of a countywide disaster.

The support of the County's CEMP was most recently recognized during the 2005 Hurricane Season. A total of 71 CERT members responded to the needs of their communities following Hurricane Katrina with forty-seven (47) directly involved in ESF 11 (food and water) by working at the distribution sites and in the sorting and packaging of donated goods. Following Hurricane Wilma, CERT members came out in force with 139 members effecting response and recovery efforts. Eighty (80) of those reported directly to the County and in addition to supporting ESF 11, provided support to ESF 16 as well. These CERT members received training by the Miami-Dade Police Department and were partnered with uniformed officers at the many intersections without working lights to direct traffic.

Miami-Dade County recognizes the value of the CERT program and addresses its support in the annual Departmental Business Plan and Outlook as well as the Community Preparedness Plan. In both cases it is acknowledged as an effective and efficient method to enhance the community's awareness of emergency management and to provide for a timely response in the event of a disaster.

4. Discuss why this particular method and approach was chosen.

In 1985 a group of Los Angeles City officials went to Japan to study its extensive earthquake preparedness plans. They found an extremely homogenous society that had taken extensive steps to train entire neighborhoods in single-function response capabilities. These single-function neighborhood teams were trained in either fire suppression, light search and rescue operations, first aid, or evacuation.

Later that year the City of Los Angeles Fire Department (LAFD) sent an investigation team to Mexico City immediately following an earthquake registering 8.1 on the Richter scale, killing more than 10,000 and injuring some 30,000 others. They found large groups of volunteers, with no formal training, that had organized themselves and performed light

search and rescue operations. These volunteers are credited with more than 800 successful rescues; unfortunately, more than 100 of these untrained volunteers died during their rescue operations.

Given the lessons learned in Mexico City, the City of Los Angeles Fire Department developed a pilot program to train a group of leaders in a neighborhood watch organization. The training they received provided them with multi-functional skills, such as basic fire suppression, light search and rescue, and first aid. Limited city resources prohibited the expansion of this program.

The Whittier Narrows earthquake, in October 1987, brought to the forefront the potential of an area-wide major disaster, and demonstrated the need to expedite the training of civilians to prepare for earthquakes and other emergencies. The City of Los Angeles took a far more aggressive role in protecting the citizens of Los Angeles. They understood that these teams are vital for disaster situations when the number and scope of incidents clearly overwhelm conventional emergency services. CERT training provides community self-sufficiency through the development of multi-functional response teams that can act as an adjunct to local emergency services during major disasters. Empowered by this unique training, people from community organizations, businesses, industry, and City employees can assemble as a CERT, developed to create a well-trained civilian emergency work force.

The Federal Emergency Management Agency (FEMA) adopted this concept in 1993 and expanded the program to include all hazards, making it an invaluable tool to communities nationwide. The CERT program is now the nationally accepted federal standard for community disaster preparedness and response.

Miami-Dade County is susceptible to multiple disasters; in fact, two of the more prevalent disasters are seasonal, hurricanes and wildland fires. Understanding that the citizens of Miami-Dade County could suffer the same devastating effects of a catastrophic disaster Miami-Dade County joined the nationwide CERT family in 1998, delegating the program's management to the OEM.

Since then, except for a one-year hiatus during which the program was moved to another County agency, classes have been ongoing. To date the OEM has trained over 1500 individuals who either work or reside in Miami-Dade County.

Proposed Budget

EXPENDITURE CATEGORIES	Cash Match A	In-kind Services Match B	Total Grantee Cost A+B=C	EMPA Award D	Total Project Cost C+D=E
1. SALARY AND BENEFITS		26,000.00	26,000.00	25,000.00	51,000.00
2. OTHER PERSONAL / CONTRACTORAL SERVICES					
3. ADMINISTRATIVE EXPENSES A. Program Manager B. Support Staff C. Program Manager Office Space D. Training site for hands-on protocols, i.e. fire suppression		38653.00 4320.00 1403.00 3900.00	48,276.00		48,276.00
4. EXPENSES A. General office supplies B. I.D. Cards (material and printing)		5,500.00 625.00	6,125.00		6,125.00
5. OPERATING CAPITAL OUTLAY A. Municipal Team Equipment Cache B. Mobile I.D. Card System C. Fire Suppression Training System D. Personal Protective Equipment Bags (1 per student for 125 students)		5731.00	5,731.00	14,000.00 2,500.00 5,000.00	27,231.00
6. FIXED CAPTIAL OUTLAY					
7. TOTAL EXPENDITURE			86,132.00	46,500.00	132,632.00
PERCENTAGES			65%	35%	100%

Narrative Explanation and Justification of Line Items:

1. Salaries and Benefits
Hiring of uniformed fire rescue personnel as instructors for a minimum of 12 new classes or 150 new students and in support of one functional exercise
3. Administrative Expenses
 - A. 1 full-time Coordinator at 55 hours per pay period for 26 pay periods
 - B. Support staff including 10 Coordinators for 10 hours to support annual exercise + 2 Coordinators for 30 hours in support of the exercise design team
 - C. Office space for one Program Manager, which includes all requisite office equipment, i.e. desk, chair, phone, computer, printer.
 - D. Training site for hands-on instruction, which includes actual fire suppression, cribbing exercises, and search and rescue
4. Expenses
 - A. Includes general office supplies such as RW-CDs for outreach presentations, folders, and binders, stock paper and reproduction costs for printing student handbooks and certificates.
 - B. Stock paper and printing of Certificates for 150 students
5. Operating Capital Outlay:
 - A. Municipal Team Equipment Cache to provide for a more effective response to catastrophic disasters. This cache may include, but is not limited to, one backboard, one soft-sided patient transport, one 10lb ABC extinguisher, one triage tape system, and one mass-casualty first aid kit.
 - B. Mobile I.D. Card system allows for the immediate creation and distribution of CERT membership cards, which allow professional public safety resources to quickly identify their trained auxiliary force of first responders.
 - C. One fire suppression training system that burns a cleaner, for environmentally friendly propane and can be suppressed with water extinguishers.
 - D. Personal Protective Equipment for 125 students, which is requisite for activations and includes items to better assure the health and welfare.

5. Identify Applicant's project match.

The Office of Emergency Management has received funding from the Florida Division of Emergency Management FY05-06 Subgrants for both the Citizen Corps Council and the CERT program. The grants were awarded in the amounts of \$18,000.00 and \$16,624.00, respectively. The OEM will be submitting grant applications for FY06-07 cycle as well.

100% of the CERT FY05-06 grant was allocated in support of the CERT program. In addition, funds from the Citizen Corps grant, in the amount of \$9,376.00, were designated to support the CERT program. The combined amount, \$26,000.00 supported the hiring of uniformed Miami-Dade Fire Rescue personnel who served as instructors. The remaining \$8,624.00 supported the Citizen Corps Council and other active Citizen Corps partner programs, which are the Miami-Dade Police Department Citizens' Volunteer Program, the Citizen's Crime Watch of Miami-Dade, and the Miami-Dade County Medical Reserve

Corps. It is anticipated that the same amounts accurately reflect the disbursement of funds for the FY06-07.

All equipment purchased under the FY05-06 grants is still in use and dedicated to the program. These items include a laptop computer, a multimedia projector and projector screen, and a Tabletop display unit. In addition, the requisite personal protective equipment bags needed for FY06-07 were previously purchased. These items will not encumber any funds awarded from new grants.

Miami-Dade County dedicates one Emergency Management Coordinator to facilitate the CERT program. This includes all classes and exercises. In addition, the entire staff of the OEM commits themselves to support the exercises. This same staff provides for CERT instructors at no cost to the program, when necessary.

6. Discuss the Applicant's experience and ability applied to the project.

As stated, the CERT program has been on-going since first established in Miami-Dade County. The current Coordinator serving as Program Manager has worked in OEM since 2002 and became responsible for the CERT program in late 2004. To date, she has completed FEMA's Professional Development Series and is working on the Advanced Professional Series, is NIMS compliant, is a certified trainer for both CERT, and the Office of Domestic Preparedness' WMD Awareness Level Training. In addition, she has attended numerous other classes and seminars, such as Prepare Florida, and the University of Miami's Behavioral Health Awareness for Terrorism and Disaster. She is qualified for vulnerability assessments having successfully completed the National Emergency Response & Rescue Training Center's Threat and Risk Assessment training. Prior to joining the County in 1992, she served on the Critical Incident Management Team of a major U.S. flag carrier.

During her tenure the CERT program has been successfully marketed to enterprise, both private and public, as a component to their continuity of operations plan. Faith-based groups are encouraged to include a CERT team as part of their community outreach. During 2005, 147 new CERT members were trained, which translates into 12 new teams staged throughout the County. There are cohesive teams scheduled for training at least once a month, with two months accommodating two separate teams, up until April of this year.

Two major enhancements to the CERT program came to fruition during 2005. The CERT program benefited from the free production and airing of 6 one-half hour programs, which were secured through a local cable network. The CERT Program manager was responsible for writing the script, securing the quest, and hosting the majority of the series. The programs focused on disaster preparedness, terrorism awareness, CERT, and recovery issues. To facilitate the maintenance of CERT skills and knowledge, the CERT Program Manager developed an online virtual exercise. This exercise is broken into five components, each focusing on a single function of the teams. The first component of this exercise, Triage, went on-line in January. Additional components will follow every two months until the series of five is complete.